



Phased School Reopening Health and Safety Plan Template

Preparing to Reopen

This plan was developed by the PLEA Leadership Team, Safety Committee, and PLEA Board of Directors with input from stakeholders in the community, from families of PLEA students, PLEA Staff, staff of the South Avenue United Methodist Church whose building space PLEA occupies, and school districts with whom PLEA contracts. The guidance and procedures within this document are directly informed by best practices developed by the Centers for Disease Control (CDC), Pennsylvania Department of Health, Pennsylvania Department of Education (PDE), Pennsylvania Department of Human Services (DHS), and the Allegheny County Department of Health (ACDH). This document serves as the most current and up to date iteration of this Health and Safety plan with respect to all knowledge available as of publication date. This situation requires ongoing reevaluation and the potential for change exists. PLEA reserves the right change any policies in procedures based on the emergence of new information and will report any changes to necessary stakeholders at time of implementation.

Table of Contents

Health and Safety Plan	3
Type of Reopening	4
Pandemic Coordinator/Team	5
Key Strategies, Policies, and Procedures	6
Cleaning, Sanitizing, Disinfecting and Ventilation	8
Social Distancing and Other Safety Protocols	9
Monitoring Student and Staff Health	14
Other Considerations for Students and Staff	17
Health and Safety Plan Professional Development	19
Health and Safety Plan Communications	20
Health and Safety Plan Summary	Error! Bookmark not defined.
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation	Error! Bookmark not defined.
Social Distancing and Other Safety Protocols	Error! Bookmark not defined.
Monitoring Student and Staff Health	Error! Bookmark not defined.
Other Considerations for Students and Staff	Error! Bookmark not defined.
Health and Safety Plan Governing Body Affirmation Statement	Error! Bookmark not defined.

This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: PLEA

All stakeholders should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Depending upon the public health conditions in the county, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen.

Additional guidance provided by PDE on 8/10 instructed the use of additional metrics when determining instructional models. As of 8/19, the recommendation is for schools in Allegheny County to pursue either remote or hybrid approaches, as the level of community spread is "Moderate." This data will be updated weekly and leveraged in future decisions.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): 8/31/2020

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Rob Anderson	PLEA Administration	Plan Development and Response Team
Gretchen Kelley	PLEA Administration	Plan Development and Response Team
Aaron Libman	School Administration	Plan Development and Response Team
Christine Hunter	School Administration	Plan Development and Response Team

Tara Beato	School Administration	Plan Development and Response Team
LaQuita Berry	Agency Administration	Plan Development and Response Team
Bud Wick	SAUMC/Facilities	Plan Development and Response Team
PLEA Staff	School Staff	Plan Development and Response Team
Mary Kay Yarchak	Board of Directors	Plan Development
Megan Moore	PLEA Lawyer	Plan Development

Key Strategies, Policies, and Procedures

Each domain of the Health and Safety Plan includes a summary describing the key strategies, policies, and procedures PLEA will employ to satisfy the requirements of the domain. This description will list efforts PLEA will take to ensure health and safety of every stakeholder in our local education community. The summary is focused on key information that staff, students, and families will require understand for the plan for phased reopening of schools.

Each domain will contain information about the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments PLEA will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

DRAFT

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: PLEA will contract with a professional service to ensure that all occupied spaces are cleaned and sanitized in accordance with current CDC guidelines prior to full reentry of staff and students. PLEA has begun securing an initial stockpile of CDC approved cleaning supplies for daily use and has also communicated with current cleaning service related to increased responsibilities and expectations with respect to nightly cleaning. Classroom staff will be provided with necessary supplies and relevant training to ensure that spaces and materials are cleaned and sanitized throughout the day.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Classrooms will be cleaned and sanitized as needed throughout the day by classroom staff. Administrative staff will provide additional support. Facilities director will be available for special case cleaning. Cleaning company will clean/sanitize each room and common spaces nightly. Enhanced sanitizing services to be contracted as needed, for example, in the event of a confirmed positive case.	Classrooms will be cleaned and sanitized as need throughout the day by classroom staff. Administrative staff will provide additional support. Facilities director will be available to special case cleaning. Cleaning company will clean/sanitize each room and common spaces nightly. Enhanced sanitizing services to be contracted as needed, for example, in the event of a confirmed positive case.	Bud Wick, Facilities Director Christine Hunter, Senior MHT, Aaron Libman, Clinical/Program Director Tara Hammill, Administrative Coordinator PLEA Staff	Cleaning company with revised contract, cleaning supplies via purchase and vendor contract as needed.	Y
Other cleaning, sanitizing, disinfecting, and ventilation practices	PLEA will adhere to emergent guidance from relevant local, state, and federal agencies and utilize materials specifically approved for cleaning and sanitizing with respect to COVID-19. Windows and interior doors will be kept open when possible.	PLEA will adhere to emergent guidance from relevant local, state, and federal agencies and utilize materials specifically approved for cleaning and sanitizing with respect to COVID-19. Windows and interior doors will be kept open when possible.	Christine Hunter, Senior MHT, Aaron Libman, Clinical/Program Director Tara Hammill, Administrative Coordinator PLEA Staff	Communication between relevant agencies and staff as needed.	Y

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?

- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: PLEA has conducted an initial evaluation in order to determine appropriate classroom capacity in order to maintain social distancing opportunities while recognizing that the nature of the work conducted and the population serve will often preclude the ability to maintain social distance throughout a school day. Shared work and play spaces will be eliminated within each classroom. Staff to student ratios will be maintained in accordance with regulations as well as clinical need. All instruction and activities will occur within assigned student classrooms and shared or communal spaces will be eliminated and reintegrated at such time where doing so is deemed appropriate. Current and existing procedures related to lunch and snack will remain wherein meals are consumed within a classroom environment with increased distancing in place. Transportation will be coordinated with each referring district. All will be made aware of PLEA practices in writing and will be reminded as needed. PLEA will reduce in person visits and meetings and will transition these events to a HIPAA compliant video platform. All staff will be trained on policies and procedures and relevant stakeholders will be instructed on protocols as appropriate.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Classroom numbers will be reduced as possible to allow for social distancing.	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Classroom numbers will be reduced as possible to allow for social distancing.			N
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	Communal spaces will be closed and any activity which would typically occur in a communal space, such as an assembly, will be moved to a virtual platform. Meals will be served in classrooms.	Communal spaces will be closed and any activity which would typically occur in a communal space, such as an assembly, will be moved to a virtual platform. Meals will be served in classrooms.			N
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Training and instruction will be conducted as needed. Relevant supplies will be distributed as needed.	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Training and instruction will be conducted as needed. Relevant supplies will be distributed as needed.			Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Signs related to proper protocols will be placed in relevant locations; hand washing signs in bathrooms, symptom checklists in classroom, etc.	Signs related to proper protocols will be placed in relevant locations; hand washing signs in bathrooms, symptom checklists in classroom, etc.			
* Identifying and restricting non-essential visitors and volunteers	Non-essential visitors are not permitted. PLEA does not utilize volunteers.	Visitors must be approved and virtual meetings will be prioritized. Any visitor must complete the PLEA COVID-19 Screening procedures			N
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Outdoor spaces will be utilized for activities deemed educationally or clinically necessary.	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Outdoor spaces will be utilized for activities deemed educationally or clinically necessary.			Y
Limiting the sharing of materials among students	Frequently touched surfaces will be cleaned on an as needed and on a scheduled basis. Shared spaces will be cleaned in between uses and sanitized as appropriate. Share materials will be cleaned and sanitized between uses and duplicates will be secured whenever possible to limit sharing.	Frequently touched surfaces will be cleaned on an as needed and on a scheduled basis. Shared spaces will be cleaned in between uses and sanitized as appropriate. Share materials will be cleaned and sanitized between uses and duplicates will be secured whenever possible to limit sharing.			Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	Communal spaces are closed; hallway travel will be limited and staggered.	Communal spaces are closed; hallway travel will be limited and staggered.			N
Adjusting transportation schedules and practices to create social distance between students	PLEA will work with each school district to ensure coherence with PLEA portions of transportation process and to ensure that PLEA is aware of individual district policies.	PLEA will work with each school district to ensure coherence with PLEA portions of transportation process and to ensure that PLEA is aware of individual district policies.			Y
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Additional classroom space has been outfitted and staffed, classroom census will be reduced as staffing and spacing allows.	PLEA will follow guidance from local, state, and federal agencies to the maximum extent possible. Additional classroom space has been outfitted and staffed, classroom census will be reduced as staffing and spacing allows.			Y
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	N/A	N/A			N/A
Other social distancing and safety practices	Office personnel relocated to allow for more distancing. Additional guidance to be evaluated incorporated as released.	Office personnel relocated to allow for more distancing. Additional guidance to be evaluated incorporated as released.			Y

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: Based on the evidence of community spread in Allegheny County, PLEA will implement symptom screening protocols in alignment with ACHD and CDC recommendations. Parents and caregivers will be asked to monitor their children for symptoms. Additionally, PLEA will develop a checklist for each family to complete for their students prior to each school day. This will include a temperature check. Staff will be required to go through a similar process prior to clocking in for work each day. In the event that a student exhibits symptoms during a school day, that student will be isolated to the greatest extent clinically possible and an appointed and trained health monitor, school nurse, or similar staff will coordinate with ACHD officials as to next steps. The student will remain in monitored isolation until their parent, legal guardian, individual approved by parents, or a local service arrives for transportation. If a staff member exhibits symptoms, they will be sent home. In both cases, current guidance related to suspected exposure will be followed to the maximum extent possible. Current guidelines are evaluated in the context of the local community and standards set by partner entities and are as follows:

If a person has been exposed, recommend follow up with a physician to request testing.

If tested and the result is positive, the person will be required to further isolate at home for 14 days and be symptom-free for the previous 72 hours before returning.

If tested and the result is negative, the person must be symptom-free for 72 hours before returning.

If not tested, but was within six feet for 15 minutes, a person must quarantine for 10-days and be symptom free 72 hours prior to their return.

If not tested, but was not within six feet for 15 minutes, the person must be symptom free for 72 hours prior to their return

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	Parents/Guardians will be provided with a screening checklist to complete each morning before sending a child to school. Staff will be given a similar process to complete before reporting for work. Students will be monitored for symptoms throughout the day in accordance with agency policies for evaluating health and wellness. Staff will be expected to self-report symptoms	Parents/Guardians will be provided with a screening checklist to complete each morning before sending a child to school. Staff will be given a similar process to complete before reporting for work. Students will be monitored for symptoms throughout the day in accordance with agency policies for evaluating health and wellness. Staff will be expected to self-report symptoms	Parents/Guardians Classroom Staff Administrative Staff	Symptom Checklist/Screening Tool Symptom awareness training	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<p>Staff who exhibit symptoms will be sent home. Students who exhibit symptoms will be placed in a monitored isolation room until their parent or guardian arrives to pick them up.</p> <p>Any spaces occupied by individual will be closed until cleaning/sanitizing.</p>	<p>Staff who exhibit symptoms will be sent home. Students who exhibit symptoms will be placed in a monitored isolation room until their parent or guardian arrives to pick them up.</p> <p>Any spaces occupied by individual will be closed until cleaning/sanitizing.</p>	Classroom Staff Health Monitor	PPE Isolation room Cleaning/Sanitizing Equipment	Y
* Returning isolated or quarantined staff, students, or visitors to school	Determine if individual was likely exposed to COVID-19, collaborate with ACHD, and utilize decision tree tool.	Determine if individual was likely exposed to COVID-19, collaborate with ACHD and utilize decision tree tool.	Health Monitor/School Nurse Clinical/Program Director Medical Director		Y
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	PLEA will utilize an automated message system to alert impacted families and update public website accordingly. PLEA will report to ACHD as required and there may be additional communication from that agency. All changes to the health and safety plan or protocols will be determined by the PLEA administrative and will reflect evolving recommendations from local, state, and federal agencies.	PLEA will utilize an automated message system to alert impacted families and update public website accordingly. PLEA will report to ACHD as required and there may be additional communication from that agency. All changes to the health and safety plan or protocols will be determined by the PLEA administrative and will reflect evolving recommendations from local, state, and federal agencies.		Automated Notification System for phone/text/email notification	
Other monitoring and screening practices	All staff have been provided with thermometers for personal use, each has been outfitted thermometers and decision trees.	All staff have been provided with thermometers for personal use, each has been outfitted thermometers and decision trees.			

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions: PLEA will require that all staff wear face coverings that align with current recommendations at all times when in a classroom with other staff or with students. Students will be asked to wear a face covering that align with current recommendations except for when exceptionalities prohibit their ability to do so. Staff are permitted to wear face shields in addition to face coverings but not instead of, per current guidelines. Alternatives or modifications for staff and students must be discussed and approved.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	Provide options for virtual education and telehealth service delivery at the discretion of parents/guardians	Provide options for virtual education and telehealth service delivery at the discretion of parents/guardians	Classroom Staff Senior MHT Clinical/Program Director	Resources to support virtual education/telehealth	Y
* Use of face coverings (masks or face shields) by all staff	Required allowing for substantiated medical exemptions in certain circumstances.	Required allowing for substantiated medical exemptions in certain circumstances.		Masks and Face Shields to be provided by PLEA. Individuals may use their own masks/shields provided they align with accepted standards.	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Use of face coverings (masks or face shields) by older students (as appropriate)	Required for students. Students with exceptionalities or substantiated medical exemptions will be provided with accommodations; must be documented in IEP as part of the IEP process.	Required for students. Students with exceptionalities or substantiated medical exemptions will be provided with accommodations; must be documented in IEP as part of the IEP process.	Classroom Staff Administrative Staff	Education for families related to masks. Juvenile and adult face masks to be acquired and distributed as needed.	Y
Unique safety protocols for students with complex needs or other vulnerable individuals	Safety protocols to be developed as required by unique medical cases in collaboration with an individual's Primary Care Physician/Pediatrician.	Safety protocols to be developed as required by unique medical cases in collaboration with an individual's Primary Care Physician/Pediatrician.	Administrative Staff Health Monitor/School Nurse		Y
Strategic deployment of staff	Staff quarantined/isolated but recovered or asymptomatic to implement virtual education/telehealth as appropriate for their position.	Staff quarantined/isolated but recovered or asymptomatic to implement virtual education/telehealth as appropriate for their position.	Classroom Staff Clinical/Program Director	Resources for virtual education/telehealth	Y

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

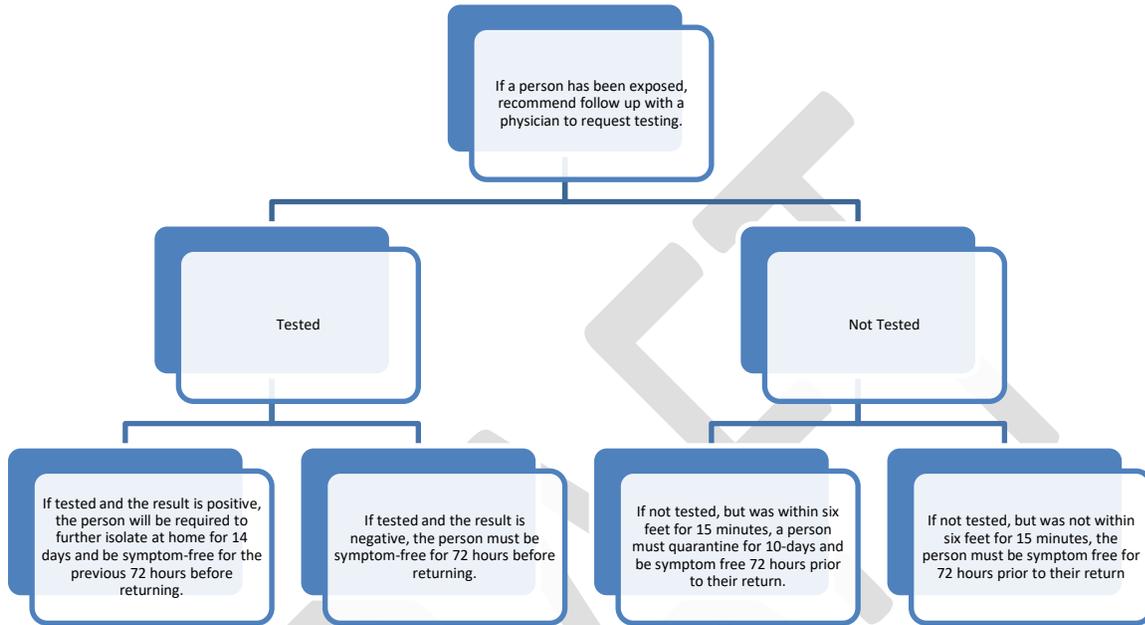
Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
<u>PDE Instructions for Positive Case</u>	Admin Team	Aaron Libman	Webinar	N/A	8/13	Ongoing
Cleaning and Sanitizing	School Staff	Christine Hunter	Video Conference	N/A	8/24	8/24
Staff Protocol Training	School Staff	Rob Anderson/Aaron Libman	Video Conference	N/A	8/24	8/24

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Remote Learning Plan	Families	Aaron Libman	Website Update, Letter	8/19/20	N/A
Allegheny County Updates	Community	ACHD	Webinar	Ongoing	

Appendix A: Decision Tree for Isolation Protocol



Appendix B: Sample Screening Tool

Recommendations for Pre-K to 12

Schools following Identification of a Case (s) of COVID-19.

The Pennsylvania Departments of Health and Department of Education are providing recommendations to Pre-K to 12 schools for the use in consultation with public health staff when making decisions related to school procedures to identify a case of COVID-19 in a school.

The enclosed screening tool will be utilized both at home and on-site screening practices.

Group A	Group B
1 or more symptoms	2 or more symptoms
Fever > 100.4	Fever -> 100.4
Cough	Body and/or Muscle aches
Shortness of breath	Sore Throat
Loss of smell	Persistent Dry Cough
Loss of taste	Nausea or vomiting
	Diarrhea
	Fatigue
	Congestion or runny nose

Stay home if, you or the student:

Have one or more symptoms in Group A OR

Have two or more symptoms in Group B OR

Are taking fever reducing medications.

If you or your child have any of the above symptoms, CALL YOUR MEDICAL PROVIDER.



Appendix C: School Closing Recommendations

<u>Level of Community Transmission in the County</u>	Number of Cases of COVID-19 Within a 14-day period: 1 student or 1 staff	Number of Cases of COVID-19 Within a 14-day period: 2-4 students/staff In same school building OR <5% of total number of students/staff in a school building are cases OR Multiple school buildings with individual cases who are not household contacts	Number of Cases of COVID-19 Within a 14-day period: 5+ students/staff In same school building OR ≥5% of total number of students/staff in a school building are cases OR Multiple school buildings with 2-4 cases who are not household contacts
Low	<ul style="list-style-type: none"> School does not need to close Clean area(s) where case spent time Public health staff will direct close contacts to quarantine 	<ul style="list-style-type: none"> Close school(s) for 3-5 days* Clean area(s) where cases spent time Public health staff will direct close contacts to quarantine 	<ul style="list-style-type: none"> Close school(s) for 14 days* Clean entire school(s) Public health staff will direct close contacts to quarantine
Moderate	<ul style="list-style-type: none"> School does not need to close Clean area(s) where case spent time Public health staff will direct close contacts to quarantine 	<ul style="list-style-type: none"> Close school(s) for 5-7 days* Clean area(s) where cases spent time Public health staff will direct close contacts to quarantine 	<ul style="list-style-type: none"> Close school(s) for 14 days* Clean entire school(s) Public health staff will direct close contacts to quarantine
Substantial	<u>DOH and PDE recommend a Full Remote Learning Model for all schools in counties with substantial level of community transmission</u>	<u>DOH and PDE recommend a Full Remote Learning Model for all schools in counties with substantial level of community transmission</u>	<u>DOH and PDE recommend a Full Remote Learning Model for all schools in counties with substantial level of community transmission</u>

**When an entire school is recommended to close, lengths of closure time will vary by level of community transmission and number of cases. This allows public health staff the necessary time to complete case investigations and contact tracing, and to provide schools with other appropriate public health advice like cleaning and disinfecting.*

Appendix D: Cleaning Protocol

ATTACHMENT A

How to clean and disinfect

Clean

- **Wear disposable gloves to clean and disinfect.**
- **Clean surfaces using soap and water, then use disinfectant.**
- **Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.**
- **Practice routine cleaning of frequently touched surfaces. (See checklist)**
 - **More frequent cleaning and disinfection may be required based on level of use.**
 - **Surfaces and objects in public places, such as shopping carts and point of sale keypads should be cleaned and disinfected before each use.**
- **High touch surfaces include:**
 - **Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.**

Disinfect

- **Recommend use of EPA-registered household disinfectant**
Follow the instructions on the label to ensure safe and effective use of the product.
Many products recommend:
 - **Keeping surface wet for a period of time (see product label).**
 - **Precautions such as wearing gloves and making sure you have good ventilation during use of the product.**

Always read and follow the directions on the label to ensure safe and effective use.

- **Wear skin protection and consider eye protection for potential splash hazards**
- **Ensure adequate ventilation**
- **Use no more than the amount recommended on the label**
- **Use water at room temperature for dilution (unless stated otherwise on the label)**
- **Avoid mixing chemical products**
- **Label diluted cleaning solutions**
- **Store and use chemicals out of the reach of children and pets**

You should never eat, drink, breathe or inject these products into your body or apply directly to your skin as they can cause serious harm.